

## GETTING THE PREMISES READY FOR THE OUTGOING FINAL INSPECTION

### HANDY CHECKLIST

We have prepared this guide to assist you in getting your rental premises ready for a final inspection.

Your Ingoing Inspection Report is the primary document used to compare the condition of the premises when you leave to that when you entered the property *(if this was not returned to us at the beginning of the tenancy, then our original condition report will be used).*

This list gives a guide to how to present the property for the Final Inspection.

Failure to clean the premises properly can result in costs incurred to you and deductions from your bond.

Therefore it is important that you read the following carefully and use it to have the premises ready for the final inspection.



### CLEANING INSIDE THE PREMISES

- Walls** – remove scuff marks
- Ceilings** – remove any cobwebs
- Ceiling Fans** – dust & clean blades
- Light Fittings** – dust and also clean inside (dead bugs etc)
- Doorways & Doors** – remove any dirty marks
- Skirtings** – dusted and cleaned
- Window Sills & window tracks** – remove dirt & dead insects
- Windows** – clean inside and out
- Flyscreens** – brushed for dust and cobwebs
- Screen Doors** – front and back – frames wiped and brushed of dust
- Oven** – thoroughly clean oven top, control display, panels around knobs, any pull out/in built in drip trays, griller racks, trays and base, oven racks, oven trays, walls and oven roof
- Kitchen Rangehood** – thoroughly clean outside casing and filters
- Bathroom** – thoroughly clean basin, mirror, cabinet, vanity unit and drawers, shower recess, screen and screen doors including track, bath and wall tiles
- Ceiling Mould** – remove all ceiling and wall mould
- Toilets** – clean cistern, seat, pan inside and also outside around the base

- Laundry** – thoroughly clean. If dryer provided wipe over outside and remove all lint from filters
- Tiling** – clean all tiling to the kitchen, toilet, bathroom and laundry areas
- Exhaust fans** – clean vents, fans and covers
- Air-Conditioners** – clean front panel vents and filters
- Cupboards / Drawers** – clean and wash inside and out. Don't forget doors and frames and front and back of doors. Please also check that you have left nothing behind
- Curtains** – wash washable curtains
- Blinds** – clean off dust and dirty marks
- Floors** – to be cleaned– please ensure corners and hard to get areas are cleaned
- Carpets** – to be vacuumed and professionally cleaned if dirty and stained



### CLEANING OUTSIDE THE PREMISES

- Lawns** cut & edged
- Gardens** – remove all weeds and accumulated leaves etc
- Sweep** – paths and paving
- Rubbish** – remove any rubbish that you have placed at the property. Be sure to check behind sheds, under shrubs and trees. This includes lawn clippings piled and compost left. Make sure that the rubbish & recycling bins are empty
- Oil / Spillage Removal** – carport and garage floors, paths, balconies and driveway. If you have been provided with a BBQ ensure that it has been left clean and that there are no grease spots

### CLEANING UP AFTER YOUR PET

- Remove** all faeces. Do not bury at the property
- Dog Stains** – remove any pet stains to outside walls - check where your pet regularly lies down
- Dog Chew Damage** – please check / repair any damage caused by your pet chewing, digging or scratching
- Flea Spray** – have property professionally sprayed for fleas - internal and external
- Carpets** – to be professionally cleaned if you have a pet

### OTHER THINGS TO REMEMBER

- Have Your Mail Redirected** – arrange with your local post office to have your mail re-directed
- Utilities** – cancel electricity, gas, phone etc services
- Call Property By Alex** – at least one week prior to vacating to book Final Inspection
- Cleaning Products** – please have some handy at the final Inspection for areas that may have been missed



**CALL PROPERTY BY ALEX ON 1300 322 396**